

Payhembury Parish Council
Draft Minutes of a Payhembury Parish Council meeting held on Wednesday 11th May 2016
at 7.30pm in the Parish Hall.

1. Apologies for absence: Cllr Cox & Cllr Lorimer.
2. The minutes of the previous meeting were agreed as correct and signed.
3. Election of Officers: The Chair and Vice Chair stood down from their positions in order for proposals to be made. The Clerk asked for nominations for the Chair. Cllr Leach proposed Cllr Williams as Chair, seconded by Cllr Disney. As no further nominations were received, Cllr Williams was elected as Chairman. Cllr Williams proposed Cllr Leach as Vice Chair, seconded by Cllr Disney. As there were no further nominations Cllr Leach was elected as Vice Chair.
4. Public Session: None
5. Police Report: PCSO Anning presented the Annual figures for the Parish. The number of crimes has reduced from last year in the Parish and overall in rural Honiton. There was a total of 4 crimes in the previous 12 months in the Parish.
6. County Councillor's Report: None
7. District Councillor's Report: None
8. Finances: Bank Balance as at 29th April 2016: £12,444.23

Date		Receipts	Payments	Balance
	Bal brought forward			7,536.98
03.03.16	Chq. 567 S Morris (RBL wreath)		18.50	
03.03.16	Chq. 568 S Morris (Solar lights)		94.05	
03.03.16	Chq. 570 EDDC Payment to S Morris (Electoral roll)		£164.95	
03.03.16	Chq. 569 ALP Grounds Maintenance (grass cutting)		£390.00	
10.03.16	Citizens Advice Bureau Grant		£50.00	
11.03.16	Payhembury Provisions	£2,000.00		
14.03.16	Chq. 572 TRIP Grant		£50.00	
15.03.16	Chq. 571 Ottery Help Scheme Grant		£50.00	
16.03.16	Chq. 576 EDDC Dog Bins		£84.00	
29.03.16	Church Lane residents	£1,000.00		
31.03.16	Chq. 575 Parish Church Council Grant		£80.00	
31.03.16	Chq. 577 Parish Hall rent		£63.00	
31.03.16	Chq. 578 S. Morris (Clerk salary)		£656.25	
01.04.16	EDDC Precept & CDTG	£2873.00		
08.04.16	Chq. 573 Tale Valley Trust Grant		£50.00	
26.04.16	Chqs for Defibrillator, Village tree & Parishes together	£785.00		
TOTAL				12,444.23

Invoices received: agreed to pay AON Insurance: £411.55, Smith of Derby: £315.60 (servicing of church clock), DALC: £141.62, Chew Valley Trees: £459.10 - £40 less than quote. Clerk to ask main donor (Heather Wallace) what she would like to happen to this surplus. An invoice has been received from DCC in respect of the pavement for £2729.07. It was agreed to not pay the invoice until the funds had been received from EDDC S106 fund.

Year End Accounts – Lorinda gave her Internal Auditor report, and outlined areas to consider for next year's accounts.

9. Parish Clerk – The Chair reported that due to other work commitments the Parish Clerk had tendered her resignation. Clerk to put a notice in the Parish Paper and Councillors to consider people who may be interested in the role. Clerk to also contact DALC regarding the employment status of the Clerk.

10. Neighbourhood Plan – Cllr Williams reported that the first public session was held at the Community Morning. The summary of thoughts was circulated. This will shape the questionnaire which is the next step. Quotes for the consultancy costs in scoping the questionnaire & drafting the report will be obtained. All minutes and papers relating to the NP are to be made public, and a dropbox has been set up for this purpose. Clerk confirmed she had approached EDDC regarding the initial £2,000 grant funding available.

11. Broadband: Cllr Williams reported on the growing broadband campaign as a result of not being in phase 1 of Connecting Devon & Somerset, (& possibly not in phase 2). Broadhembury Parish has asked Payhembury to get involved in an EU bid for installing fibre to the door – Cllr Williams to explore further. Agreement given in principle for Cllr Williams to contribute up to £2,000 if match funding from the village is required. In addition, a voucher scheme offering each household £500 towards the costs of alternative broadband may be available.

12. Uggaton Cross: Cllr Disney reported that Neil Parish MP had been to visit the site of the closed road, who offered to sort out a meeting with all involved. Cllr Disney suggested the Parish Council assist the project by digging a trench alongside the road, into which Highways install the badger proof fence. Clerk to approach Tom Vaughan to suggest that Highways pay for the survey & badger licence & fence and PPC pay for the ditch digging.

13. Street Light: Clerk reported that BT has refused to allow a light to be attached to its pole in the centre of the village on safety grounds. Clerk to obtain a quote from Highways for installing a pole & light just up from the PC notice board.

14. Parish Issues: Defibrillator – Cllr Cox has submitted a report to say the application is still on-going, but no news to report to date. Village Tree – all pleased with the planting of the new tree. A date for the 'thank you' to the tree donors to be established. Grass cutting: Clerk to ask Adrian Le Page to cut the grass in Waterloo Plot and to inform him the tree stump from the Cherry Tree was being held for him if still required. Church Lane – cars are being parked on the new strip of pavement. To be monitored for any issues. Route Maps – no problems reported. It was agreed that Richard Batten use his reserved hours for further work down Haskins Lane. Cllr Disney to investigate further the problems with the pond at Cheriton. Parish Council Assets – Cllr Williams reported all in order.

15. Planning:

App number	Property	Details	Decision
15/2774/FUL	Manor Farm, Tale	Demolition of barn & construction of office building	Approved
15/2326/FUL	Milton Yard	Retention of mobile home	Awaiting decision
16/0152/FUL	Willow Lodge	Revision of app. for construction of new dwelling & variation of land use	Approved
16/0325/FUL	3 Moorcott	Construction of 2 storey side extension	Approved
16/0418/PDQ	Upton Farm	Change of use from barn to dwelling	Unknown (approved)
16/0389/FUL	Merryfields Barn	Conversion of barn into cold store	Awaiting decision
16/0440/LBC	Lower House	Replace render with lime render	Approved
16/0808/FUL	Leyhill Cottage	Garage replacement with accommodation	Awaiting decision
16/0849/VAR	Barns at Higher Tale	Variation on permission to remove requirements to provide work space	Awaiting decision
16/0927/LBC	Yeomans Cottage	Replacement of 2 windows	Awaiting decision

16. Matters Arising: Parishes Together Fund – the new fund has opened for projects year ending 2018. Considerations include potential WIFI in the village hall (to incorporate possible changes to the village website). As per this year – there may be a requirement for grass cutting & ditch clearing to be continued. Annual Meeting – All felt the Annual Meeting in the new style of a Community Morning was a success, with possible scope for an annual event. To be reviewed at the November meeting.

17. Open Projects:

Project	Description	Start date	Target finish date
Uggaton Cross road closure	Road closed. Highways to invest in a Badger survey and repair work	July 2013	2016
Parishes Together 15/16	Funds to carry out ditch and drain clearing	Mar 2013	Completed
Parish Council Policies	Obtain guidance re: policies required by Parish Councils	January 2015	Autumn 2016
Cherry Tree	To raise funds to purchase a replacement tree for Village green	May 2015	Completed
Street Lighting	To install 1 additional light in village centre	Nov 2014	March 2016
Church Lane	To re-surface	Nov 2015	Completed

To be added to the Open Projects list: Parishes Together for current year / Defribillator / Tree Thank You event / revise finish date for Street Lighting to September 2016.

18. Correspondence: circulated.

The next meeting of Payhembury Parish Council will take place on Wednesday 13th July 2016 at 7.30pm in the Parish Hall